

BOARD OF SUPERVISORS

GILA COUNTY, ARIZONA

Date: December 14, 2004

JOSÉ M. SANCHEZ

Chairman

JOHN F. NELSON

Clerk of the Board

RONALD A. CHRISTENSEN

Vice-Chairman

By: Marilyn Brewer

Deputy Clerk

CRUZ SALAS

Member

Gila County Courthouse
Globe, Arizona

PRESENT: José M. Sanchez, Chairman; Ronald A. Christensen, Vice-Chairman; Cruz Salas, Member; John F. Nelson, County Manager/Clerk; and, Bryan Chambers, 2nd Chief Deputy County Attorney.

The Gila County Board of Supervisors met in Regular Session at 10:00 a.m. this date. Vice-Chairman Christensen led the Pledge of Allegiance and Jeremy Goodman delivered the Invocation.

At this time each Board member presented a brief summary of current events as allowed by A.R.S. §38-431.02(K). No action was taken on any items that were presented.

A special presentation was made by the Board of Supervisors to Armida Bittner, Gila County School Superintendent, in appreciation of her years of service to Gila County. Each Board member thanked Ms. Bittner for the many years of service she has provided to the citizens of Gila County and wished her the best in her retirement.

Juley Bocardo-Homan, Senior Personnel Analyst, read aloud letters of nomination and presented the December I'MAGE (I'm A Great Employee) awards to the following Gila County employees: Caryn Paige of the Community Development Division, Frank Baca, Randy Burkhalter and Shannon Coons of the Public Works Division, and Scott Marcanti and Glen Hassard of the

Fairgrounds Department. Supervisor Salas expressed his thanks to Ms. Homan for her involvement in this program, which is administered by the Personnel Department. He requested that the newly elected Board of Supervisors continue to support this program. Supervisor Salas thanked all the employees involved in the Fairgrounds and Courthouse grounds improvement projects. Vice-Chairman Christensen expressed his appreciation of Supervisor Salas's personal dedication and hard work on these projects. Supervisor Salas also thanked John Nelson, County Manager/Clerk, for all the support he has given to the Supervisors and staff.

Vice-Chairman Christensen requested the appointment of Scott Flake to the Gila County Municipal Property Corporation Board of Directors, replacing Jim Spencer who moved out of the Payson area. Vice-Chairman Christensen stated that Mr. Flake is a very qualified individual to be serving on this Board. Upon motion by Vice-Chairman Christensen, seconded by Supervisor Salas, the Board unanimously appointed Scott Flake to the Gila County Municipal Property Corporation Board of Directors.

John Nelson requested the award of Call for Bids No. 110404-1, an annual contract for all advertising, publications and printing required to be done or made by all departments within Gila County government for the period January 1, 2005, through December 31, 2005. Mr. Nelson advised of the statutory requirements whereby the County is required to solicit bids on an annual basis for the legal advertising contract. Two bids were submitted, as follows: 1) Arizona Silver Belt at \$2.39 per column inch for legal and classified line advertising, and 2) Payson Roundup at \$2.79 per column inch. Mr. Nelson recommended that the Arizona Silver Belt be awarded this year's contract. Upon motion by Vice-Chairman Christensen, seconded by Supervisor Salas, the Board unanimously awarded Call for Bids No. 110404-1 to the Arizona Silver Belt at \$2.39 per column inch.

In addressing Agenda item number 7, Chairman Sanchez stated that a sealed bid had been received on tax parcel number 302-40-011A, which is

owned by the State of Arizona. Chairman Sanchez called on Marian Sheppard, Chief Deputy Clerk, to open the sealed bid envelope. Ms. Sheppard opened the sealed bid envelope and read aloud the bid slip which stated that a bid in the amount of \$20 was submitted by Suzanne Arflin for the subject parcel of land. Ms. Sheppard stated that Ms. Arflin submitted a bid on this same parcel of land during the Board of Supervisors' annual tax sale/auction; however, her bid was not accepted by the Board because it was an amount which was less than the minimum bid requirement. She further advised that according to County policy, Ms. Arflin submitted written proof that she owns land which adjoins the subject parcel of land at the time she submitted this bid. In this instance, the Board may consider a bid which is less than the total lien amount of \$1,224.19. Ms. Sheppard advised that Ms. Arflin is bidding on the subject property on her behalf and on the behalf of her neighbors, whose land also adjoins the subject parcel of land. The intent by both land owners is to split the subject parcel of land and later join that portion of property to each individual's existing property. Vice-Chairman Christensen stated this is a unique situation because the previous owner didn't have the expertise to divide the property and in writing up his own deeds, failed to provide for the roadway, and that it is not legal in the State of Arizona to sell property without ingress and egress to a property. He stated that the sale of this road will be to the County's benefit, and it will provide 12.5 feet each for the two owners of the adjoining properties for their roadway. Upon motion by Vice-Chairman Christensen, seconded by Supervisor Salas, the Board unanimously accepted Ms. Arflin's bid of \$20.00 for the purchase of tax parcel number 302-40-011A.

In addressing Agenda item number 8, Chairman Sanchez stated that a sealed bid had been received on tax parcel number 206-09-122-5, which is owned by the State of Arizona. Chairman Sanchez called on Marian Sheppard to open the sealed bid envelope. Ms. Sheppard opened the envelope and read aloud the bid slip which stated that Terry Smith submitted a bid in the amount of \$20 for the subject parcel of land. She advised that Mr. Smith provided

proof of ownership of adjoining property at the time he submitted his bid; therefore, the Board may consider a bid that is less than the total lien amount of \$364.46. Ms. Sheppard provided the Board with a map of the subject parcel. Upon motion by Supervisor Salas, seconded by Vice-Chairman Christensen, the Board unanimously accepted Mr. Smith's bid of \$20.00 on tax parcel number 206-09-122-5.

Steve Stratton, Public Works Division Director, requested the approval of Intergovernmental Agreements (IGA) with the following entities to provide funding for transit services: 1) Town of Miami in the amount of \$37,252.93 to provide transit services to veterans; 2) Town of Miami in the amount of \$18,000.00 for the Town's Dial-A-Ride Program; 3) Town of Hayden in the amount of \$18,000.00 to provide funding for local transit services as related to Local Transportation Assistance Fund II (LTAF) guidelines; and, 4) Payson Senior Center in the amount of \$10,000 to provide funding for local transit services as related to LTAF guidelines. Mr. Stratton advised that several weeks ago he obtained the Board's permission to provide \$16,650.59 of County funds which is the matching requirement for the LTAF grant award in the total amount of \$83,252.93. He stated that the County only received \$44,000 of LTAF funding last year. The increase in this year's LTAF grant award is to provide funding for the transportation of veterans. Vice-Chairman Christensen questioned whether the transit program for veterans is countywide. Mr. Stratton advised that this program is available to any veteran countywide; however, veterans needing transportation would be required to leave from the Globe-Miami area because the Town of Miami is administering the program, as well as assuming all liability. Vice-Chairman Christensen asked the locations where the veterans are being transported. Mr. Stratton replied that they are transported to doctors' offices in the metro-valley area. Vice-Chairman Christensen questioned how the \$37,252.93 will be spent. Mr. Stratton advised that the funds will be used to purchase a vehicle in this first year of the veterans' transit program and also for operating costs. Vice-Chairman

Christensen questioned whether veterans in the Young, Arizona, area would have to provide their own transportation to the Globe-Miami area. Mr. Stratton replied in the affirmative. Mr. Stratton also stated the contact person for the Town of Miami will be Town Manager Robert Mawson or Town Clerk Margie Henry. Chairman Sanchez asked Vice-Chairman Christensen whether a veterans program exists in the Payson, Arizona, area. Vice-Chairman Christensen replied that such a program is not presently available; however, Payson residents currently go to Prescott, Arizona, for transportation services. Supervisor Salas stated that as a result of the additional funding being provided this year for the veterans' transit program, he recommended that Mr. Stratton report back to the Board after the veterans' transit program has been in place for one year in order for the Board to determine if expanding the program into the northern area of the County is feasible. Mr. Stratton stated that the Public Works Division entered into an agreement with the Arizona Department of Transportation for a small area transportation study which will include a transit study with veterans being one of the considered sources. Chairman Sanchez advised that he is in favor of the requirement that the Town of Miami provide the County with documentation and financial reports on a monthly basis in order to receive continued funding for the veterans' transit program. Mr. Stratton advised that all of these programs will require the submittal of reports to Gila County, not just the veterans' transit program. Upon motion by Supervisor Salas, seconded by Vice-Chairman Christensen, the Board unanimously approved the four IGAs as listed above.

Vice-Chairman Christensen requested the appointment of a Justice of the Peace for the Payson Regional Justice Court due to the retirement of Judge Ronnie McDaniel. He advised that the County received 6 applications for this position; however, only 5 candidates were interviewed because one candidate withdrew their application. Vice-Chairman Christensen advised that the selection process has been completed and the selection committee has recommended that Dorothy Little be appointed to the position. In the past, Ms.

Little has served as Judge Pro Tempore for the Payson Regional Justice Court. Upon motion by Vice-Chairman Christensen, seconded by Supervisor Salas, the Board unanimously appointed Dorothy Little as Justice of the Peace for the Payson Regional Justice Court.

Prior to a motion being made for approval of Consent Agenda items, Vice-Chairman Christensen requested additional information on Item 11E, authorization of the Chairman's signature on Forest Service Road Agreement/Annual Maintenance Plan Contract No. 05-RO-11031200-001 with the USDA (United States Department of Agriculture), Forest Service, Tonto National Forest, whereby Gila County will continue to provide road maintenance on certain Forest Service roads for the period October 1, 2004, through September 30, 2005. Vice-Chairman Christensen advised that he continues to be concerned that the County is sufficiently reimbursed by the Forest Service for all Forest Service road maintenance costs. Mr. Stratton advised that the Public Works Division continues to secure additional funding from the Forest Service. He stated that another source of revenue used for County-maintained roads is HURF (Highway User Revenue Funds) funds. One of the HURF funding requirements is to submit the number of miles of road the County maintains. As the County increases the number of Forest Service roads it maintains, additional HURF funds are provided. Mr. Stratton advised that the Forest Service is paying more for road maintenance than in past years, as well as now providing culverts, cattle guards and signage on those roads.

Upon motion by Supervisor Salas, seconded by Vice-Chairman Christensen, the Board unanimously approved the Consent Agenda, items A through H, as follows:

- A. Approved a request to rent the Fairgrounds' Exhibit Hall for the Annual Gila County Gem & Mineral Show on January 12-16, 2005.
- B. Authorized the Chairman's signature on a Lease and a Sales Order Agreement for a Panasonic copy machine for the Payson Recorder's Office with Digital Imaging Systems/Panasonic Leasing for a period of 36 months

in the amount of \$85.13 per month, along with a Maintenance Agreement at \$0.011 per copy.

- C. Approved Amendment No. 5 to Contract No. 252042 between the Gila County Division of Health and Community Services and the Arizona Department of Health Services which provides that ADHS may renew the Preparedness and Response for Bio-Terrorism contract up to five full years or any portion thereof.
- D. Approved the following Public Works Division policies: Policy No. ENG03-03 (Revised) Guidelines to Primitive Roads and Policy No. ENG03-04 (Revised) Guidelines to Country Dirt Roads.
- E. Authorized the Chairman's signature on the Forest Service Road Agreement/Annual Maintenance Plan Contract No. 05-RO-11031200-001 between the USDA/Forest Service/Tonto National Forest and Gila County for FY 2005.
- F. Approved the November 2004 monthly departmental activity report submitted by the Payson Regional Constable.
- G. Approved finance reports/demands/transfers for the weeks of December 6, 2004, and December 13, 2004. (separate handout)

December 6, 2004:

\$740,346.36 was disbursed for County expenses by voucher numbers X142950 through X143065 and X360985 through X361182. The hand-issued warrants listing is as follows: voucher no. X360983 in the amount of \$166,849.16 and voucher no. X360984 in the amount of \$790.86.

December 13, 2004

\$505,123.48 was disbursed for County expenses by voucher numbers X143066 through X143102 and X143114. The hand-issued warrants listing is as follows: voucher no. X361183 in the amount of \$793.45, voucher no. X361184—X361186 in the amount of \$631,752.98, voucher no. X361187 in the amount of \$5,000.00, and voucher no. X361188 in the amount of \$201.25.

H. Approved personnel reports/actions for the week of December 6, 2004, and December 13, 2004.

December 6, 2004:

Departure from Gila County:

1. Finance Director – Finance – 12-10-04 – General Fund - Dave Patterson – Hire 03-11-02 – Resignation

Hire to County Service:

2. Juvenile Detention Officer I – Probation – 12-13-04 – General Fund
Larry Pontel – temporary to regular status
3. Surveillance Officer – Probation – 12-13-04 – A.I.P.S./J.I.P.S Funds
Judith Hood – temporary to regular status

Temporary Hire to County Service:

4. Clerk/Receptionist – Health Services – 11-30-04 – Health Services Fund
Regina Contreras
5. Juvenile Detention Officer I – Probation – 12-08-04 – General Fund
Jason Pechuli
6. Juvenile Detention Officer I – Probation – 12-08-04 – General Fund
Martina Gonzales

Departmental Transfer:

7. IVD Courtroom Clerk – Clerk of the Court to Admin. Office Manager - Superior Court Administration – 12-06-04 – General Fund – Jacque Durbin
8. Legal Clerk/Courtroom Clerk to IVD Courtroom Clerk – Clerk of Court – 12-06-04 – General Fund – Stacey Savage
9. Assistant Court Administrator to Caseflow Manager – Superior Court – 11-29-04 – General/Cost of Prosecution funds – Debbie Stevens

Position Review:

10. Salary Increase – Gila Ed. Service Agency Director – School Superintendent – 12-13-04 – Grant Fund – B. Stephan Cullen – Increase due to additional duties

11. Reclassification – Engineering Tech. III to IV – Engineering – 12-13-04 –
Engineering Fund – Mike Golden

12. Clarification of Regular Status – Judge Pro Tempore – Superior Court –
11-29-04 – General Fund – Peter De Ninno

SHERIFF'S PERSONNEL ACTION ITEMS

Departure from County Service:

13. Dispatcher II – Globe S.O. – 11-26-04 – General Fund
Rebecca Baker – Hire 08-23-04 – Resigned for personal reasons

Departmental Transfer:

14. Fund code change – Deputy Sheriff/Cadet – Payson S.O. – 11-30-04 –
General Fund - David Hornung

December 13, 2004:

Departure from County Service:

1. Fairgrounds Manager – Emergency Management – 12-31-04 – General
Fund - Carmen Corso – Hire 09-16-71 – Retirement
2. Consultant/GED Chief Examiner – Gila Community College – 11-15-04 –
College Fund – Martin Ganz – Hire 10-11-03 – Retirement
3. Attorney – County Attorney – 12-06-04 – Drug Enforcement Grant Fund
Dennis McCarthy – Hire 05-21-03 – Resigned for other employment
4. Senior Accounting Clerk – Finance – 12-10-04 – General Fund
Daphne Stevens – Hire 04-08-01 – Resigned for other employment
5. Probation Aide II – Probation – 12-01-04 – Adult Probation Service Fees
Fund - Jim Calhoun – temporary position

Hire to County Service:

6. Building Safety Assistant I – Community Development – 12-20-04 –
General Fund – Betty Gallo
7. Rural Addressing Assistant – Emergency Management – 12-01-04 –
General Fund – Diana Schaefer – temporary to regular status
8. Attorney – County Attorney – 12-06-04 – General Fund
Carolyn Borcharding

Departmental Transfer:

9. Legal Clerk – Clerk of Superior Court – 12-27-04 – General to Drug Grant Fund - Karen Yanez
10. Legal Clerk to Legal Clerk/Courtroom Clerk – Clerk of Superior Court – 12-06-04 – Drug Grant Fund to General Fund – Rebecca Rogers
11. Payroll Specialist to Financial Systems Administrator/Payroll Supervisor – Finance – 12-13-04 – General Fund – Kara Langley
12. Attorney – County Attorney – 12-13-04 – General to Drug Enforcement Grant Fund – Robert Standage

End Probationary Period:

13. Building Safety Assistant I – Community Development – 12-13-04 – General Fund – Jo Lynn Chase
14. Community Health Worker – Health – 12-01-04 – Health Services Fund - Andrea Pagnozzi

Position Review:

15. COLA Increase for 2004-2005 fiscal year – Maintenance Supervisor – Gila Community College – 11-29-04 – College Fund – Dave Hamilton
16. Salary Adjustment – Base Map Project Manager – Assessor – 12-13-04 – General Fund – Judy Esteves
17. Salary Adjustment – Chief Appraiser – Assessor – 12-13-04 – General Fund - Larry Huffer
18. Salary Adjustment – Appraiser/Personal Property Clerk II – Assessor – 12-13-04 – General Fund – Carol Branch
19. Salary Adjustment – Title Examiner – Assessor – 12-13-04 – General Fund - Lisa Garcia
20. Salary and Title Adjustment – Appraiser II – Assessor – 12-13-04 – General Fund - Diana Barrett
21. Salary and Title Adjustment – Appraiser II – Assessor – 12-13-04 – General Fund - Irene Mata

- 22. Salary and Title Adjustment – Property Appraiser I – Assessor – 12-13-04 – General Fund – Barbara Guthrey
- 23. Salary and Title Adjustment – Property Appraiser I – Assessor – 12-13-04 – General Fund – Anna Schutter
- 24. Salary and Title Adjustment – Property Appraiser I – Assessor – 12-13-04 – General Fund – Peggy Felten
- 25. Title Adjustment – Appraiser II/Assistant Office Manager – Assessor – 12-13-04 – General Fund – Gary Holloway
- 26. Anniversary Date Increase – 12-13-04 – Elizabeth Simpson
- 27. Request overtime pay for auction – 12-04-04 – Auction Funds – Frank Zupancic, Evelyn Esparza, Misty Williams

Request Permission to Post:

- 28. Senior Account Clerk – Finance – Position vacated by Daphne Stevens
- 29. Engineering Technician III (Part-time) – Payson – New position

There being no further business to come before the Board of Supervisors, Chairman Sanchez adjourned the meeting at 11:23 a.m.

José M. Sanchez, Chairman

ATTEST:

John F. Nelson, County Manager/Clerk